

Columbus Recreation and Parks Department
Marine Event Permit Application

M

Receipt Number: _____

Name/Title: _____

Organization/Name of Event: _____

Mailing address: _____

Daytime phone number: _____ Home Work Cellular (circle one)

Evening/Weekend phone number: _____ Home Work Cellular (circle one)

Name and cell phone number of person who will
be the primary contact on site, during the event: _____

Will this event interfere with or impede the normal flow of reservoir traffic? Yes No

Size and type of vessels: _____

Estimated number of vessels (including any spectator/support vessels): _____

Will any hazards or obstacles to public boating be introduced to the reservoir
during this event (such as buoys, course markers, oversize vessels, etc.)? Yes No

Reservoir	Date	Time(s)	Event type (regatta, fishing tournament, etc.)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

If you are requesting more than five dates please attach the additional dates in chronological order on an additional page.

The undersigned has read all of the information on this form and represents that he/she has full authority to represent the sponsoring organization in accepting these or any added conditions of use.

Signature: _____ Date: _____

Return application to: Columbus Recreation and Parks Department, Attention: Permit and Rental Services Section, 1111 East Broad Street, Columbus, Ohio 43205. Call 614-645-3337 if you have any questions. Thank you.

Columbus Recreation and Parks Department

Marine Event Permit Application

Please read this form carefully. You (your organization) are accountable for the information it contains.

1. There is an application processing fee to be remitted with this application. Payment of the application fee does not guarantee issuance of a permit (**this application is NOT a permit**). Effective January 1, 2009, the application fee is \$25.00 per date, up to five dates. For more than five dates the application fee is \$125.00 plus \$10.00 for each additional date above five. *Application processing fees are not refundable.*
2. Applications must be submitted a minimum of 30 (thirty) days prior to the first event date requested.
3. Applications which are incomplete or filled out incorrectly will be returned and the requested dates will not be held. The sponsoring organization and contact person(s) prior to and during the event must be stated on the application.
4. Applications may be submitted up to one year in advance. All dates submitted on that application must be within the one year in advance.
5. The City reservoirs have a limited number of vessels permitted for any waterway event. All applicants are required to state the expected number of vessels for each event. False reporting of the number of participating vessels will be grounds for revoking currently issued permits or denying future applications to the same organizer or organization.
6. The City of Columbus may require liability insurance naming the City as an additional insured. In the event this is required, proof of insurance must be provided no less than 10 days before the event. (Event insurance guidelines available on request.)
7. The sponsoring organizations and signatories agree that the City of Columbus shall be held harmless in all matters of liability. The person or organization to which this permit has been issued agrees to indemnify the City of Columbus and all its employees, agents, officers or other from all harm.
8. All City of Columbus Codes apply. Submission of this completed form shall be construed as an acceptance of all provisions of Columbus City Code chapter 921. (copy provided upon request)
9. The applicant/organization will be assigned a specific launch ramp and parking area at the chosen reservoir. **Watercraft participating in this event must launch and return to the assigned ramp.**
10. Two or more organizations may be permitted at the same reservoir on the same date. The first group to apply will have first choice of start/finish times. Subsequent groups (if approved) must schedule start/finish times at least one hour different than the first group.
11. Changes or modifications to this application must be requested in writing. No requests for changes or modifications will be considered less than 10 days before the scheduled event.
12. Permits are not transferable.
13. **All City, State and Federal regulations apply.** Your cooperation with all agencies is expected and appreciated. In addition to any applicable criminal penalties, failure to comply with any request by any enforcement agency or employee of the Columbus Recreation and Parks Department or Columbus Division of Water, Watershed Management Section may result in the revocation or non-issuance of future permits.
14. Large events (as determined by this office) may be requested to attend a pre-event meeting and will be expected to present additional information, including but not limited to:
 - a. Parking plan for participants and spectators.
 - b. Site map showing the location of all proposed activities.
 - c. Plans for: trash pick up; portable toilets (placement and pick up); first aid; staging areas; headquarters; communications.
 - d. Notification of the public.
 - e. Plans for any course markers, additional docking, mooring, etc.